

TO ALL CLEANING PRODUCT MANUFACTURERS:

**CLEANING PRODUCT SUBMISSIONS**

IN ORDER TO CLARIFY WHAT DOCUMENTATION IS REQUIRED TO QUALIFY FOR THE "AUTHORIZED SHIPBOARD CLEANING PRODUCTS CATALOGUE, I HAVE LISTED THE DOCUMENTATION REQUIREMENTS BELOW:

1. MANUFACTURERS SHALL SUBMIT TO NAVAL SURFACE WARFARE CENTER (NSWCCD Code 635 C. SOCHA) TESTING METHODS AND TEST RESULTS FOR THE FOLLOWING REQUIREMENTS :

pH OF IN-USE SOLUTION OR CONCENTRATE (WHICHEVER IS REFERENCED IN THE TPD.  
BIOGRADABILITY  
CLEANING EFFICIENCY  
AQUATIC TOXICITY (IF REQUIRED IN TPD)

(Other commercially acceptable test methods may be considered as an alternate methods for the above tests.).

(If historic documentation for the biodegradability or aquatic toxicity tests is available for the individual components of the product formulation, this information will also be accepted in lieu of the specified cleaning product. (The historical reference should also be included.)

2. MANUFACTURERS SHALL ALSO SUBMIT TO Ms. CHRISTINE SOCHA THE FOLLOWING INFORMATION, IF APPLICABLE:

VOC LEVELS BY WEIGHT  
ODS LEVELS  
FLASH POINT

**NO PRODUCT WILL BE CONSIDERED FOR CATALOGUE INCLUSION UNLESS ALL OF THE ABOVE INFORMATION IS COMPLETE.** ANY QUESTIONS OR CLARIFICATION CONCERNING THE ABOVE SUBMISSIONS SHOULD BE DIRECTED TO Ms. SOCHA. DOCUMENTATION SHALL BE FORWARD EITHER BY FAX OR SENT TO THE ADDRESS LISTED BELOW.

COMMANDING OFFICER  
NAVAL SURFACE WARFARE CENTER, CARDEROCK DIVISION  
CODE 635 BLDG 1000  
PHILADELPHIA NAVAL BUSINESS CENTER  
5001 S. BROAD ST.  
PHILADELPHIA, PA 19112-5083  
ATTENTION: Ms. SOCHA

Phone: 215-897-7499  
Fax: 215-897-7268  
Email: sochacm@nswccd.navy.mil

3. MANUFACTURERS SHOULD PROVIDE NAVAL ENVIRONMENTAL HEALTH CENTER (NEHC), Mr. SWARTOUT THE FOLLOWING INFORMATION:

## TECHNICAL INFORMATION REQUIREMENTS

TO INSURE A MANUFACTURER HAS PROVIDED SUFFICIENT INFORMATION TO REVIEW THE TECHNICAL REQUIREMENTS OF A SPECIFIC COMMERCIAL ITEM DESCRIPTION (CID) OR TECHNICAL PURCHASE DESCRIPTION (TPD), THE FOLLOWING TECHNICAL INFORMATION MUST BE FORWARDED TO THE NAVY ENVIRONMENTAL HEALTH CENTER.

NOTE: THE TECHNICAL INFORMATION PROVIDED BY MANUFACTURERS FOR A SPECIFIC CID OR TPD IS TAKEN ON FAITH TO BE ACCURATE. THIS REVIEW PROCESS SHALL NOT BE CONSTRUED TO BE A CERTIFICATION OF A SPECIFIC PRODUCT.

4. CID OR TPD NUMBER APPLICABLE TO THE PRODUCT. INCLUDE THE NAME OF THE MANUFACTURER, AND THE TRADE NAME, PART NUMBER, AND NATIONAL STOCK NUMBER (NSN) OF THE PRODUCT, IF APPLICABLE.
5. NAME, ADDRESS, TELEPHONE NUMBER, FAX NUMBER, AND E-MAIL ADDRESS OF THE TECHNICAL POINT OF CONTACT FOR THE PRODUCT.
6. CURRENT MATERIAL SAFETY DATA SHEET (MSDS) (OCCUPATIONAL SAFETY AND HEALTH (OSHA) FORM 174, OR EQUIVALENT), AND A LABEL FROM THE PRODUCT THAT COMPLIES WITH THE OSHA HAZARD COMMUNICATION STANDARD (29CFR1910.1200).
7. IF THE PRODUCT FORMULATION IS PROPRIETARY OR THE MSDS DOES NOT PROVIDE SUFFICIENT INFORMATION TO MAKE A VALID EVALUATION, NEHC WILL REQUEST A COMPLETE CHEMICAL FORMULA FOR THE PRODUCT INCLUDING CHEMICAL ABSTRACT SERVICE (CAS) REGISTRATION NUMBERS FOR EACH INGREDIENT. THE FORMULAS WILL BE TREATED AS CONFIDENTIAL AND WOULD NOT BE SUBJECT TO "FREEDOM OF INFORMATION ACT" (FOIA) REQUESTS. TRADE SECRETS OR PROPRIETARY INFORMATION IS EXEMPT FROM FOIA DISCLOSURE. (REFERENCE IS SECNAV INSTRUCTION 5720.42F OF 6 JANUARY 1999. Website : <http://neds.nebt.daps.mil> under Navy Directives Index.)

### SPECIAL NOTE TO MANUFACTURERS AND DISTRIBUTORS

PLEASE MAKE EVERY EFFORT TO SUBMIT THE DOCUMENTATION PACKAGE WHEN ALL THE ASSEMBLED INFORMATION IS COMPLETE. INCOMPLETE DOCUMENTATION PACKAGES WILL BE RETURNED TO THE MANUFACTURER AFTER THIRTY CALENDAR DAYS IF NOT SUPPLEMENTED TO THE SATISFACTION OF THE PERSON REVIEWING THE CID OR TPD TECHNICAL INFORMATION.

PLEASE MAIL ALL INFORMATION TO:

COMMANDING OFFICER  
NAVY ENVIRONMENTAL HEALTH CENTER  
620 JOHN PAUL JONES CIR CTE 1100  
PORTSMOUTH VA 23708-2103

TELEPHONE: 757-953-0745  
FAX: 757-953-0685  
EMAIL: [swartoutm@nehc.med.navy.mil](mailto:swartoutm@nehc.med.navy.mil)